

79-3911

DD/A REGISTRY

FILE: O+M-1

27 DEC 1979

MEMORANDUM FOR: Executive Officer to the DDA  
ATTENTION: Chief, Regulations Control Division, ISS  
FROM: James H. McDonald  
Director of Logistics  
SUBJECT: Proposed Employee Bulletin - Agency Energy Committee

1. Attached is a proposed employee bulletin on the creation of an Agency Energy Committee.

2. It would be appreciated if this notice could be published as soon as possible. Please contact [redacted] Plans and Programs Staff, OL [redacted] if you have any questions.

[redacted]  
James H. McDonald

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Att.

cc: EO/DDA

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EMPLOYEE

BULLETIN

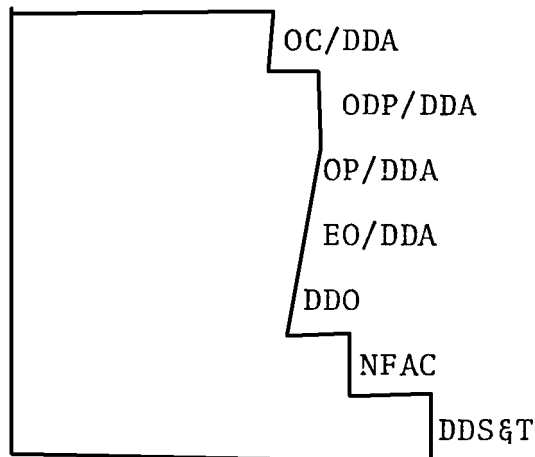
EB No.

AGENCY ENERGY COMMITTEE

1. Energy conservation continues to be one of our highest national priorities. In order to ensure that this Agency participates fully in conservation measures, an Agency Energy Committee has been created to direct and monitor this Agency's conservation efforts.

2. Members of this Committee are:

James H. McDonald, Director of Logistics, Chairman



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3. The committee's responsibilities will consist of but are not limited to:

a. Ensure Agency compliance with appropriate statutes and Executive directives related to energy usage.

b. Study and develop internal programs for energy consumption and monitor their compliance.

c. Assist in promoting good conservation practices amongst Agency employees.

d. Review all suggestions on energy conservation offered by Agency employees.

4. All employees are asked to cooperate with the committee in this effort to conserve energy. Questions may be directed to any member of the committee, or the Plans and Programs Staff,

OL

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